

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**August 15, 2023 – 9:00 A.M.**  
**COMMISSIONER’S BOARDROOM**

The Pledge of Allegiance was given.

Chairperson Duckstad called the meeting to order with Commissioners Rolland Miller, Sharon Bring, Gary Kiesow, Larry Nybladh, Jim Duckstad and Auditor/Treasurer Scott Peters present.

The August 15<sup>th</sup>, 2023 agenda was approved with additions. **M/S/C – Kiesow, Miller (5,0)**

The Board approved the August 1<sup>st</sup>, 2023 Regular Meeting Minutes as written. **M/S/C – Bring, Nybladh (5,0)**

**RESOLUTION 08-15-01**

BE IT RESOLVED, that after review of the following bills, authorization for payment of the same in the following total amounts, are hereby approved, with a detailed listing kept on file at the Auditor’s office.

**Auditor Warrants**

August 4, 2023	\$15,834.93
August 4, 2023	\$2,813.06
August 14, 2023	\$90,664.10

**Commissioner Warrants**

**\$2,612,101.10**

**M/S/C – Kiesow, Nybladh (5,0)**

**RESOLUTION 08-15-02**

PER DIEMS

Sharon Bring	\$975.00
James Duckstad	\$525.00
Gary Kiesow	\$150.00
Rolland Miller	\$300.00
Larry Nybladh	\$600.00
Samantha Winger	\$730.00

**Total**

**\$3280.00**

**M/S/C – Bring, Kiesow (5,0)**

Jim Trojanowski, Northwest Regional Library Administrator, provided a 2024 Library Budget Review. The Board approved to increase the annual appropriation to the Library by \$2,820 in 2024 for a total of \$96,834. **M/S/C – Bring, Miller (5,0)**

Social Services Director Chris Kujava met with the Board. Court Administrator Pamala Shaw was present during this time.

**General Business**

A. A Fraud Report was presented by Marc Cardinal.

**Personnel**

A. The Board approved to hire Taya Olson as Jail Re-entry Coordinator/County Early Interventionist at C-41-1, beginning August 28, 2023 on a full time basis. **M/S/C –**

**Bring, Nybladh (5,0)**

**Director's Administrative Report**

A. 2024 Budget – no changes from last report

**Authorizations**

Case Activity, Bills of \$176,139.92 and Director Actions received Board approval.

**M/S/C – Nybladh, Kiesow (5,0)**

Assessor Ryan Larson met with the Board and received approval for travel to a training event in Iowa for his certification. **M/S/C – Bring, Miller (5,0)**

GIS Administrator Liz Dustin provided a 2024 GIS Budget Review. The Board approved a GIS/IT Wage Memorandum for 2024. **M/S/C – Miller, Bring (5,0)**

The Board recessed the Regular Meeting and opened a Public Hearing regarding a Capital Improvement Plan and Jail Remodel Bonding. **M/S/C – Nybladh, Kiesow (5,0)** PFM Representative Heather Casperson, Sheriff Jason Boman, Jail Administrator Mark Ellerbusch, Court Administrator Pamala Shaw, GIS Administrator Liz Dustin and Deputy Auditor/Treasurer Sue Peterson were available for this Public Hearing. Resident Phil Klopp was also present. Ms. Casperson presented a report on the proposed Capital Improvement Plan and Bonding Process. Mr. Ellerbusch provided a presentation on the overall proposed project. The Board closed the Public Hearing and reconvened the Regular Meeting. **M/S/C – Nybladh, Kiesow (5,0)**

The Board approved the following Resolution in relation to the above Public Hearing.

**RESOLUTION 08-15-03**

RESOLUTION GIVING PRELIMINARY APPROVAL TO THE ISSUANCE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS IN AN AMOUNT NOT TO EXCEED \$8,130,000 AND ADOPTING THE MARSHALL COUNTY CAPITAL IMPROVEMENT PLAN FOR THE YEARS 2023-2027

WHEREAS, The Board of Commissioners of Marshall County, Minnesota (the "County") proposes to issue its general bond obligation capital improvement plan bonds (the "Bond") and adopt the Marshall County, Minnesota Capital Improvement Plan for the years 2023 through 2027 (the "Plan"); and

WHEREAS, the County has caused notice of the public hearing on the intention to issue the Bonds on the proposed adoption of the Plan to be published pursuant to and in accordance with Minnesota Statutes, Section 373.40; and

WHEREAS, a public hearing on the intention to issue Bonds and on the proposed Plan has been held on this date, following published notice of the public hearing as required by law; and

WHEREAS, in approving the Plan, the Board of Commissioners considered for each project and for the overall Plan:

1. The condition of the County's existing infrastructure, including the projected need for repair and replacement;
2. The likely demand for improvement;
3. The estimated cost of the improvement;
4. The available public resources;
5. The level of overlapping debt in the County;
6. The relative benefits and costs of alternative uses of the funds;
7. Operating costs of the proposed improvements; and
8. Alternatives for providing services more efficiently through shared facilities with other counties or other local government units; and

WHEREAS, the Board of Commissioners has determined that the issuance of general obligation capital improvement plan bonds in the aggregate principal amount of up to \$8,130,000 is the best way to finance those portions of Plan eligible under Minnesota Statutes, Section 373.40.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Marshall County, Minnesota, that the County hereby adopts the Plan and authorizes the issuance of up to \$8,130,000 aggregate principal amount of the general obligation capital improvement plan bonds. **M/S/C – Nybladh, Bring (5,0)**

Highway Engineer Lon Aune presented the following Highway and Ditch Authority Business. 2024 Budget Review

1) Resolutions/Agreements

- a. Resolution 08-15-04 authorizing Final Payment for Project 045-653-005 was approved. **M/S/C – Kiesow, Miller (5,0)**
- b. Resolution 08-15-05 authorizing bids on land rental bids was approved. **M/S/C – Nybladh, Bring (5,0)**
- c. Resolution 08-15-06 accepting bid for Cattail Spraying was approved. **M/S/C – Miller, Bring (5,0)**
- d. Accept filling Motor Grader positions and Ag Sprayer position. The Board approved hiring Joe Kazmierczak for Stephen Operator, beginning 9/10/23, Jarrod Peterson for Argyle Operator, beginning 9/3/23, Jamie Lee for Holt Operator, beginning 9/3/23 and Curtis Kaiser as Ag Sprayer, effective 9/3/23. All positions will be hired at B-24-1 plus Hazard pay. **M/S/C – Nybladh, Miller (5,0)**
- e. The Board accepted the resignation of Tyler Olson Assistant County Engineer, effective 9/30/23, thanking Mr. Olson for his years of service with the County. **M/S/C – Miller, Kiesow (5,0)**
- f. The Board accepted the resignation of Cody Hanson, Engineering Technician, effective 8/19/23, thanking Mr. Hanson for his service with the County. **M/S/C – Kiesow, Bring (5,0)**
- g. Authorization to advertisement for positions of Assistant County Engineer and Engineering Technician 1 was given by the Board. **M/S/C – Bring, Nybladh (5,0)**

2) General Discussion

- a. Budget Review and Wage Adjustments. The Board approved the 2024 Highway Department Market Adjustment Plan. **M/S/C – Bring, Nybladh (5,0)**

3) Ditch – The Board recessed the Regular Meeting and opened the Ditch Authority Meeting. **M/S/C – Nybladh, Bring (5,0)** The Board discussed Federal Funding possibilities for repairs on County Ditch 45 from a conversation with Representative Fischbach’s Office. This will be continued to be explored. A previous request for a culvert replacement from CD 7 to 45 was discussed. Lon will work to get this completed. The Board closed the Ditch Authority Meeting and reconvened the Regular Meeting. **M/S/C – Bring, Nybladh (5,0)**  
the Regular Meeting. **M/S/C – (5,0)**

**RESOLUTION 08-15-04**

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-653-005 has completed the contract in accordance with plans and specifications and the total cost of said job was \$1,169,329.08 and the balance due to the Contractor is \$74,876.04.

NOW THEREFORE, BE IT RESOLVED that said certificate be and the same is hereby approved and the County Auditor is hereby authorized to issue a warrant on the Road & Bridge Fund in the amount of \$74,876.04 to Thygeson Construction, Inc. **M/S/C – Kiesow, Miller (5,0)**

**RESOLUTION 08-15-05**

BE IT RESOLVED, that the County Auditor be authorized to call for bids for Land Rental for the following parcels:

<u>Parcel No.</u>	<u>Location</u>	<u>Description</u>	<u>Total Acres</u>	<u>Approx. Tillable Acres</u>
48-0192-001	Sec 36, 157-46	W½ SE1/4	34.5	21.63

BE IT FURTHER RESOLVED, that the County Auditor be authorized to set the time and date for receiving bids to comply with existing publication laws. **M/S/C – Nybladh, Bring (5,0)**

**RESOLUTION 08-15-06**

BE IT RESOLVED, that pursuant to advertisement for bids for furnishing and applying cattail spraying, the following bid was received:

Larson Helicopters, LLC	\$275 per mile – Ground Spraying \$450 per mile – Aerial Spraying Chemical: Two Pints of Imazapyr
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NOW THEREFORE BE IT RESOLVED, that the bid of Larson Helicopters, LLC in the amount of \$275.00/Mile Ground and \$450.00/Mile Aerial be accepted. **M/S/C – Miller, Bring (5,0)**

Minnesota Department of Corrections and Community Supervisor Cody Underdahl provided a Probation Services Report, Legislative Changes and Probation Funding Impacts to the Board.

Maintenance Supervisor Rodger Haugtvedt provided a 2024 Budget Review for Buildings and the County Park with Park Manager Jim Stafford.

Sheriff Jason Boman provided a 2024 Budget Review and Market Adjustment Plan to the Board. The Board approved the 2024 Sheriff's Office Market Adjustment Plan. **M/S/C – Nybladh, Miller (4,1) Aye: Miller, Bring, Nybladh, Duckstad Nay: Kiesow**

Environmental Services Administrator Josh Johnston and Technician met with the Board to discuss further a proposed future Landfill or Transfer Station options and funding. The Board approved to move forward with more planning and to secure all available funding options a possible future Landfill/Transfer Station project. **M/S/C – Nybladh, Bring (5,0)**

The following Commissioner/Committee Reports were shared.

<u>Commissioner</u>	<u>Meeting/Report</u>
Nybladh	JD 11 and 21
Duckstad	MST Watershed, Tri-Valley
Miller	JD 11 and 21, MST Watershed
Kiesow	Mud River Restoration Project, JD 11 and 21

Auditor/Treasurer Peters provided the following for his report.

1. County 2024 Budget/Levy Discussion
2. Timelines and Valuation Information
3. Forfeited Tax/Blighted Properties Update
4. 5 Year Financial Report
5. Ditch Report

6. The 2024 - 2025 Auditor/Treasurer – DMV – Maintenance Market Adjustment Plan was approved. **M/S/C – Kiesow, Miller (5,0)**

The meeting was adjourned at 3:14 p.m. by Chairperson Duckstad.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: \_\_\_\_\_  
MARSHALL COUNTY AUDITOR-TREASURER